**MEETING MINUTES (draft)**

Fayette County Local Emergency Planning Committee

Executive Committee Meeting

Friday, March 17th , 2023

11:30 AM EST

1. **Welcome**

Meeting called to order 11:45am by Rick Parks.

1. **Approval of February Executive Committee Meeting Minutes**

Motion by Robbie Francis, seconded by John Bobel to approve the February minutes.

Approved by voice vote

1. **Treasurer’s Report – Ralph McCracken**

Current Grant Fund Balance: $1,605.40

Current Discretionary Fund Balance: $3,591.47

Expenses since last meeting: Deposit of $1,000 check donation from Citco Plus 1 Foundation into the Discretionary Account. Check to John Bobel of $150.00 from the Grant Account to finish purchasing items for the emergency kits. $300 check to Serif Group for our Web Hosting. Redeposit of $41.82 into the Grant Account from John Bobel, which was the remainder of the $150 check for purchasing the items for the emergency kits. It was decided to wait until next budget season to purchase the computer for Ashley from the Grant Fund to ensure we have enough funds for the remainder of the budget season.

Motion by John Bobel, seconded by April Milby to approve the February Treasure’s report. Approved by voice vote.

1. **Public Information Update – John Bobel**

John has assembled 3 completed family emergency kits for distribution. John brought one to the meeting to display for everyone to get more familiar with that is in it. The value for the kits is about $175-$200 per kits. One kit has been given to the BBB to be used for the outdoor raffle, which leaves us with 2 kits currently. John is looking forward to creating 5 more kits which will leave us with 7 kits. There has not been any promotion of the kits as of yet but John would like to put together some sort of internal promotion after the other 5 kits have been put together. Kits can potentially be used at the Fork Lift Rodeo or the Employee Health/Safety Day through Clark Materials. We currently do not have any stock on our giveaways, Rick mentioned we need to restock our giveaways. It was decided by the committee to wait until the fall to restock because of the budget. The committee decided to not have a table at the April 15th is Reforest the Bluegrass and wait for the Fire Prevention Festival in the fall. Rick mentioned we could start holding Lunch and Learns to enhance preparedness. The Lunch and Learn would last an hour, have speakers, could use a conference room at numerous places.

1. **New Business**
	1. **Welcome Bradley Strait as LEPC Legal Council**

The Executive Committee welcomed Bradley Strait. Bradley Strait gave some background on himself. The Executive Committee is excited to have him.

* 1. **Fayette County Environmental Clean Up schedule**

Fayette County Environmental Clean Up will be held on April 22nd and October 21st.

* 1. **Re-Forest the Bluegrass**

April 15th at Hisle Farm Park. The committee decided to not have a table set up at that event due to no giveaways. It was decided to attend the Fire Prevention Festival and prepare our giveaways for that.

* 1. **Tier II Reporting Certification Letters**

Ashley has submitted the Certification Letters to the State. There are currently 59 facilities.

* 1. **Family Emergency Kits**

Update provided by John Bobel. Committee voted for approval on putting together 5 more emergency family kits.

Robbie Francis made motion to approve the creation of 5 more family emergency kits not to exceed $1,000 from the discretionary fund, second by April Milby.

Approved by voice vote

* 1. **Debit Card for LEPC**

Rick Peck put forth a motion to acquire two debit cards for the grant fund account and the discretionary fund account to be kept in the treasure’s possession, second by John Bobel.

All in favor

Approved by voice vote

* 1. **501c.3 Application for LEPC**

John would like Bradley to look into what it would take to get the LEPC approved as a 501c.3. Information is needed by April 21st and we will discuss during the Executive Committee.

1. **Good of the Order**

John shared there was 50k without power during the windstorm earlier this month. The power was out for about 5 days. There were multiple issues that led to the power being out for so long. Robbie mentioned that we should reach out to KYEM to make sure the conference for next year is written into the budget. A committee member will reach out to Jennifer Hitch about the conference. Ashley will be going through the email list to make sure all of the emails are correct for the full committee meetings. DHS will be available to present at the September Full Committee meeting.

1. **Adjournment**

Motion to adjourn by John Bobel, seconded by Ralph McCracken 12:43pm. Motion approved by voice.

**Attendee List**

**Name Agency**

Ashley Walo Fayette DEM

Ralph McCracken Lex/Fayette Health Department

Rick Parks CITCO

Bradley Strait Dentons

Robert Francis Shield Environment

James McCloud KY DEPT ERT

John Bobel Fayette DEM

April Milby Clark Materials

Curtis L. Dillon KY American Water

Marcus Sell Lexington Police Department